

**PROFESSIONAL COUNSELOR SECTION
MARRIAGE AND FAMILY THERAPISTS, PROFESSIONAL COUNSELORS
AND SOCIAL WORKERS (MPSW)
MINUTES
May 2, 2005**

PRESENT: LaMarr Franklin, Leslie Mirkin, Evelyn Pumphrey,
and Susan Putra

EXCUSED: None

STAFF PRESENT: Jeff Scanlan, Director of Health Services; Steve Gloe, Head Legal
Counsel; Jacquelyn Rothstein, Legal Counsel (arrived at 10:30 a.m.);
Gina York, Bureau Assistant, Division of Enforcement staff and others
during portions of the meeting

GUESTS: Gwen Hering, Self

CALL TO ORDER

Susan Putra called the meeting to order at 9:04 a.m. There was a quorum of four members.

APPROVAL OF AGENDA

Additions to the Agenda:

- Open Session: After Item E. – Add two items: Revisions to Temporary License, Training Certificate, Professional Counselor License Application and Discussion Regarding NBCC Professional Counselor Exam Service Contract – Barbara Showers
- Open Session: Under Requests for Supervisory Approval After the Mailing of the Agenda – Add name Margaret Drake

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF FEBRUARY 1, 2005

Amendments to the Minutes:

- Page 10: Under Review of Applications – In motion add word “moved” and after word “to” remove word “the”.

MOTION: LaMarr Franklin moved, seconded by Evelyn Pumphrey, to approve the February 1, 2005 minutes as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT

Jeff Scanlan, Director of Health Service Professions, reported to the Section that there will be a complete administrative report given at the MPSW Joint Board meeting scheduled for May 03, 2005. Mr. Scanlan did share with the Section that a new Secretary has been named to the Department, and her name is Celia Jackson. The construction of the building has begun again and has a target date for completion set for this fall.

APPOINTMENT OF DELEGATES TO ANNUAL CONFERENCES

Jeff Scanlan, Director of Health Service Professions, discussed with the Section how they wish to handle designee's for annual meetings when meeting announcements and registration deadline notices fall between meetings. The Section currently has a meeting associated with NBCC in August of 2005. The Section will make a decision regarding this meeting later on in today's meeting when they get to this agenda item.

PRESENTATION OF PROPOSED STIPULATIONS

None.

PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED AFTER MAILING OF THE AGENDA

None.

ROLE OF CREDENTIALING LIAISON - KIMBERLY NANIA

Jeff Scanlan, Director of Health Service Professions, notified the Section that Kimberly Nania, Division Administrator was not available and Julie Reimann, Credentialing person for the Professional Counselor Section was asked to come in and discuss the role of the credentialing liaison and to share any concerns that may have been raised surrounding applications or licensure.

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, that the credentialing liaison is authorized to review additional information received subsequently to the denial of an application and may approve or deny as appropriate. Motion carried unanimously.

REPORT ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

The Section reviewed the summary reports and Steve Gloe, DRL Head Legal Counsel, was available for questions at today's meeting.

STATUS OF RULES AND STATUTES

Steve Gloe, DRL Head Legal Counsel, and Jacquelyn Rothstein, Section Legal Counsel, reviewed the status of the rules MPSW 13.01 and MPSW 14.01 Wisconsin Administrative Codes and any relevant statutes with the Section at today's meeting. The DRL Credentialing Division and the Office of Education and Examinations regarding psychotherapy or psychotherapeutic counseling have been receiving calls regarding training, education and experience requirements. There was a lengthy discussion exploring options and the best way to handle such applicants. How would they demonstrate the required qualifications, and when licensure is granted, how it can be clearly indicated on their licensure that they have the certification to practice psychotherapy? This new rule will go into effect after January 1, 2007.

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, that applicants for the NCMHCE may apply directly to the examining authority without receiving approval from the PC Section. Motion carried unanimously.

MPSW 14.01 WISCONSIN ADMINISTRATIVE CODES

The Section discussed the types of courses which would be necessary to demonstrate that an applicant has the equivalent of a master's degree in professional counseling and what the exact number of credits that an applicant must have. Susan Putra will contact CACREP to obtain the rationale as to why they chose to require three credit courses versus two credit courses. She will report her findings at the next Section meeting.

REVIEW OF PC SCOPE STATEMENT PERTAINING TO CE

The Section reviewed the draft scope statement pertaining to continuing education prepared by Jeff Scanlan, Director of Health Service Professions. After some discussion, the Section took the following action.

MOTION: Leslie Mirkin moved, seconded by Evelyn Pumphrey, to approve the professional counseling scope statement as revised. Motion carried unanimously.

REVISIONS TO TEMPORARY LICENSE TRAINING CERTIFICATE PROFESSIONAL COUNSELOR LICENSE APPLICATION

The Section reviewed the application revisions for the temporary license training certificate for professional counselor licensure. After the Section discussed and reviewed the forms the Section took the following action.

MOTION: LaMarr Franklin moved, seconded by Leslie Mirkin, to approve the PC application forms with the amendments made at the May 2, 2005 meeting. Motion carried unanimously.

As a special note: The Section may need to develop new forms to deal with those applying for licensure to practice psychotherapy or psychotherapeutic counseling without supervision and will

need to revise the affidavit. The Section will determine how to indicate on an individual's license that they are allowed to practice psychotherapy. There will be additional discussion regarding this issue at a future meeting after more information has been gathered by the Section.

**DISCUSSION REGARDING NBCC PROFESSIONAL COUNSELOR
EXAM SERVICE CONTRACT
BARB SHOWERS**

Barbara Showers, Office of Education and Examinations, shared with the Section that in the new NBCC PC Exam Service contract it would offer to review and decide whether a candidate would be able to take an exam. After some additional discussion, the Section took the following action at today's meeting.

MOTION: Leslie Mirkin moved, seconded by Evelyn Pumphrey, that applicants for the NCE may apply directly to the examining authority without approval from the PC Section. Motion carried unanimously.

REVIEW OF SOUTHERN NEW HAMPSHIRE UNIVERSITY ACADEMIC PROGRAM

The Section reviewed the materials submitted by the Southern New Hampshire University academic program and took the following action.

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to approve the Southern New Hampshire University, mental health counseling program. Motion carried unanimously.

**REVIEW AND APPROVAL OF DEGREE EQUIVALENCY FOR
SPRINGFIELD COLLEGE**

The Section reviewed the materials submitted for approval of the degree equivalency for Springfield College and took the following action.

MOTION: LaMarr Franklin moved, seconded by Evelyn Pumphrey, to approve the Springfield College counseling program. Motion carried unanimously.

**CORRESPONDENCE FROM UW STOUT REGARDING COURSEWORK FOR THE
MENTAL HEALTH COUNSELING PSYCHOLOGY PROGRAM**

The Section discussed the correspondence received from UW Stout regarding coursework for the Mental Health Counseling Psychology program. They reviewed the course information submitted by UW Stout at today's meeting and made the following determination. The SPSY 753 course is not a theory course and the content does not meet the three credit requirement. It also would not count as part of the six out of the eight credit requirement. The Section requested that UW Stout provide a syllabus for the Counseling Course 723 for their review.

REINSTATEMENT AFTER FIVE YEARS JULIE REIMANN

Julie Reimann, DRL Credentialing, discussed this topic with the Section at today's meeting. She asked the Section for guidance and to consider having a procedure in place dealing with LPC's who have let their licensure lapse for more than five years. At this time, individuals can renew up to five years but after that five year period; how will the Section handle these individuals and what documentation should these individuals provide? After a lengthy discussion, it was agreed that Julie Reimann would draft a form to obtain the needed information identified by the Section at today's meeting. Ms. Reimann will submit this form for review and approval at the next PC Section meeting.

REQUEST FOR APPROVAL TO COUNT HOURS WITH HAROLD P. WOLF PRIOR TO DATE APPROVAL WAS GRANTED BY PROFESSIONAL COUNSELOR SECTION ALICA GOODMAN

The Section reviewed all information provided regarding the request for the approval of hours Ms. Goodman obtained while under Harold P. Wolf which occurred prior to the date the Section granted approval.

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to approve the training hours earned by Alica Goodman under the supervision with Harold Wolf. Motion carried unanimously.

REQUESTS FOR APPROVAL OF SUPERVISOR

BRIAN SMOTHERS

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to approve Dana Dorn as supervisor for Brian Smothers. Motion carried unanimously.

GWEN HERING

MOTION: LaMarr Franklin moved, seconded by Evelyn Pumphrey, to approve Lynn Mucha as supervisor for Gwen Hering. Motion carried unanimously.

SARAH HOFFMAN

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to approve Sarah Hotchkiss as supervisor for Sarah Hoffman. Motion carried unanimously.

ELIZABETH SCHALLOCK

MOTION: Leslie Mirkin moved, seconded by Evelyn Pumphrey, to request more information regarding her supervisor Susan Cowan and request Elizabeth Schallack to apply for a training certificate. Motion carried unanimously.

JENNY ERDMAN

MOTION: LaMarr Franklin moved, seconded by Evelyn Pumphrey, to approve Robert Walker as supervisor for Jenny Erdman. Motion carried unanimously.

GEORGINA HOEM

MOTION: LaMarr Franklin moved, seconded by Leslie Mirkin, to approve John Green as supervisor for Georgina Hoem. Motion carried unanimously.

CONNIE ANDERSEN

MOTION: Leslie Mirkin moved, seconded by Evelyn Pumphrey, to approve Anne Chodzko as supervisor for Connie Anderson. Motion carried unanimously.

SUPERVISOR APPROVALS RECEIVED AFTER THE MAILING OF THE AGENDA

MARGARET DRAKE

MOTION: LaMarr Franklin moved, seconded by Evelyn Pumphrey, to approve James Maro as supervisor for Margaret Drake. Motion carried unanimously.

**APPROVALS FOR PSYCHOMETRIC TESTING RECEIVED AFTER THE
MAILING OF THE AGENDA**

None.

CORRESPONDENCE AND PHONE INQUIRIES BY LEGAL COUNSEL

Jacquelynn Rothstein, Legal Counsel, had one practice question for the Section to consider at today's meeting. Attorney Rothstein will respond on behalf of the Section.

CONSULTING WITH LEGAL COUNSEL

The Section consulted with Jacquelynn Rothstein, Legal Counsel, throughout today's meeting as needed.

REPORT OF SCREENING PANEL

There were no complaint cases to review at today's meeting.

INFORMATIONAL ITEMS

The Section noted the informational items Licensed Professional Counselors State-by-State Counts and the NBCC Letter of Invitation to August 5-6, 2005 Review of Examination Programs meeting. The Section took the following action regarding the NBCC meeting.

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to designate Leslie Mirkin or Evelyn Pumphrey to attend the NBCC conference to be held August 5-6, 2005. Motion carried unanimously.

VISITOR COMMENTS

None.

CONVENE TO CLOSED SESSION

MOTION: LaMarr Franklin moved, seconded by Leslie Mirkin, to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Enforcement case status reports. Motion carried by roll call vote: Leslie Mirkin-yes, Evelyn Pumphrey-yes; LaMarr Franklin-yes; Susan Putra-yes.

Open Session recessed at 2:17 p.m.

RECONVENE INTO OPEN SESSION

MOTION: Leslie Mirkin moved, seconded by LaMarr Franklin, to reconvene into open session at 4:10 p.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MONITORING

None.

DELIBERATION OF MONITORING ISSUES THAT MAY BE RECEIVED AFTER THE MAILING OF AGENDA

None.

**DELIBERATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED
AFTER MAILING OF THE AGENDA**

None.

**DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS THAT MAY BE
SIGNED AFTER MAILING OF THE AGENDA**

None.

**DELIBERATION OF PROPOSED FINAL DECISIONS AND ORDERS FOR DISCIPLINARY
PROCEEDINGS RECEIVED AFTER THE MAILING OF THE AGENDA**

None.

DIVISION OF ENFORCEMENT CASE STATUS REPORT

None.

REVIEW OF APPLICATIONS

MOTION: LaMarr Franklin moved, seconded by Evelyn Pumphrey, to approve the applications approved, deny those denied, and to request more information where indicated. Motion carried unanimously.

APPROVALS

Margaret I. Drake – coursework
Yelena S. Drozdov - National Counselors Exam (NCE)
Lisa K. Erickson - NCE
Marsha A. Goin – Professional Counselor Training Certificate (PCTC)
Charlotte S. Heimer - PCTC
Jean M. Meidenbauer- re-registration of license
Kristi L. Mueller- PCTC
Heidi L. Rauen - NCE
Elizabeth A. Schallack - NCE
Margit A. Stenseng - coursework
Elizabeth B. Warnes - NCE
Tamar Zick – NCE

DENIALS

Elizabeth A. Duessler – PCTC
Sharon H. Gobert – PCTC
Jacqueline M. Halverson – professional counselor license

Gina M. Haupt – PCTC
Mary T. Horrigan – professional counselor license
Dennice Y. Janz – PCTC
Karen K. Kennedy – PCTC
Garry Libster – professional counselor license
Heather M. Martens – professional counselor license
Kristine T. Nutter – professional counselor license
Erin C. Perez – PCTC
Stephen H. Porter – PCTC
Vladislav Solc – PCTC and professional counselor license
Dixie L. Weber – PCTC and professional counselor license

MORE INFORMATION

Janie Goodall – professional counselor license application

OTHER SECTION BUSINESS

None.

ADJOURNMENT

MOTION: LaMarr Franklin moved, seconded by Leslie Mirkin, to adjourn the meeting at 4:12 p.m. Motion carried unanimously.